

DIA Subject

ROUTING AND RECORD SHEET

STATE

SUBJECT: (O

FROM:

NO.

DATE

27 APR 1981

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

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FORWARDED

1. Ch/CIA Sfy Com
7D24 Hqs Bldg

28 APR 1981

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inDIA REGISTRY
FILE: 28 APR 1981

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28 APR 1981

DDA Subject

MEMORANDUM FOR: Director of Logistics
Director of Security
Director of Communications
Director of Personnel Policy,
Planning, and Management
General Counsel

FROM: William N. Hart
Chairman, CIA Safety & Health Committee

SUBJECT: CIA Safety and Health Committee

REFERENCE: Memo for multiple addresses from Chairman, CIA
Safety & Health Committee, dated 31 Oct 81,
Subject: Reorganization of the Agency
Safety Committee

1. The reference requested that you nominate one individual to serve as a technical advisor and attend all meetings of the Agency's Safety Committee. A working group formed to establish a charter, recommended that only voting members representing the major components attend meetings. This group also recommended that the technical advisors serve only at the call of the Chairman. Both recommendations were approved by the committee.

2. Based on the action taken by the Committee, would you please advise your nominee that attendance at all committee meetings is no longer required. Your technical advisor will be notified in advance when attendance is required.

3. If additional information is necessary, please contact the Safety Group,

STAT

/s/ William N. Hart

William N. Hart

SUBJECT: CIA Safety and Health Committee

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cc:

OS/PTA

Distribution: /

Original & 1 - D/OL
2 - D/OS
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1 - DDA Chrono
1 - ADDA (Safety File)
1 - Safety Group

TAB

31 October 1980

MEMORANDUM FOR: Deputy Director of Central Intelligence
Deputy Director for Administration
Director, National Foreign Assessment Center
Deputy Director for Operations
Deputy Director for Science & Technology

FROM: Chairperson
CIA Safety Committee

SUBJECT: Reorganization of the Agency's Safety
Committee

1. The President of the United States signed Executive Order 12196 entitled "Occupational Safety and Health Programs for Federal Employees." The order, which became effective 1 October 1980, contains a section (1-3) on Occupational Safety and Health Committees, which states "Agency heads may establish safety and health committees The committees shall be composed of representatives of management and an equal number of non-management employees or their representatives." In section 1-401 of this EO, the Secretary of Labor is authorized to conduct unannounced inspections of any federal agency work place if an agency does not have an Occupational Safety and Health Committee. We have also reviewed proposed changes to Title 29 of the Code of Federal Regulations, Part 1960, which stipulates that committees must be certified by the Secretary of Labor.

2. To insure Agency compliance with Executive Order 12196 and proposed 29 CFR 1960, I ask that you nominate, in writing, two employees to represent your office on the Agency's Safety Committee. One nominee should represent management and have sufficient authority to assist in formulating and implementing safety and health policy for the Agency. The second nominee should represent your employees and preferably be a non-management employee. In discussions recently with Associate Deputy Directors, we agreed that a person at the Directorate Executive Officer level or equivalent would be appropriate for the management member.

3. The Offices of Communications, General Counsel, Logistics, Medical Services, Personnel Policy, Planning, and Management, and Security each has been requested to nominate an individual to serve as a technical advisor.

4. Please forward the names of your nominees to me at your earliest convenience.



William N. Hart

Distribution:

- 1 - Each Addressee
- 1 - ER

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